

## DCFBP Minutes – January 2, 2018

### Phone Conference

- Meetings attendees- Michael Beals, Jeanne Cashman, John Sykes, Larry Morris, Shirley Ganao, John Moore, Max Wolf, Richard Walton, Irfan Patel (until 3 pm), Flora McConkie, Paul Mathur (my apologies for not putting all of your esteemed titles in this document)
- Meeting started at 2:02 pm, and it adjourned at 4:02 pm

- (1) Started off with Michael taking a roll call
- (2) Discussed the draft of the Dec 5<sup>th</sup> meeting minutes, to see if there were any upgrades.
  - Irfan: for Thanksgiving event, change wording to indicate “areas for improvement” vs. “negative observations”
  - Flora: having names in that section is quite sensitive. Per Paul’s and others’ suggestion – decided to leave the items in there to ensure we did not lose them for the future, but will take out the names
  - Rich: need to deal with substitutes involved in planning and execution - issue was that the content was changed (maybe that was a one-time instance)
  - Jeanne: Drug focus COULD be a focus area for us, not SHOULD be (item 7)
  - Paul: “sp” typo to “us”; items 6, 7, 8 and 9 could be clarified further to be action items
  - No other comments; minutes approved by the team after these comments
- (3) Went back to approve the agenda for this meeting, and to add two agenda topics: (a) status of new nominees to this team, and (b) action items from last meeting to create more visibility of DCFBP with the Department heads.
- (4) On the status of new members. Michael discussed with Ray Lewis, who is 2<sup>nd</sup> in charge of Boards & Commissions—he will try to expedite approval process. Question was asked whether we have representation with African Americans (IMAC Committee?). John S. made a connection with Bishop John Graham for this need - -- Michael will reach out to him and encourage him to self-nominate using the standardized process. Overall, this issue of approval of the self-nominees remains as an open item.
- (5) On the issue of having a team secretary.
  - Ray Lewis indicated to Michael that there is no precedence for the Governor’s office to provide that support. Thus we should not have that expectation. Given that, team activities should stay within our means and capabilities.
  - Jeanne: consider recruiting an intern again from a DE university or college (everyone supported this) - we will need to provide funds to support the individual and ideally also arrange it so that the individual gets college

credits. Flora has contacts (Adrian Bay?), so she will follow-up with him to see what recruiting is possible for this semester or for a future semester. In addition, Michael can also contact the recruiting coordinator to reinforce interest and support.

- Paul: if we are not successful with the intern, consider having our team members pick up the duties -- one for note-taking and another for event planning ("divide and conquer").
- Michael: we don't have that many events planned for this year—probably just as well since we don't have secretarial support.
- Flora: Governor's breakfast is probably on May 3<sup>rd</sup> at 730 am; we should all get a formal invitation for that and reserve a whole Table (Michael: we will work out the costs). For this event, one sentence per faith by multiple speakers is better than having only one speaker.
- Max: Try to recruit a freshman or sophomore -- then we can have continuity for multiple years. Workload/job description should be such that it can justify the person getting college credits.

(6) On the subject of the Governor's 2017 report.

- Irfan: On the list of events add the IAAD-sponsored Multi-Cultural Festival which was held on October 7<sup>th</sup>. Three of our members attended.
- Jeanne: (a) Are doing this because of a request from someone (the answer was yes, it is per Ray Lewis' suggestion, and there is a precedence for this); (b) can we shorten the intro section; (c) List the accomplishments, but take out her newspaper item from that list. Max and Shirley suggested it be listed separately under a different heading that highlights other areas of expertise that team members have. Re-format the heading.
- Larry: The report purpose is not to showcase accomplishments, but to showcase expertise of the team members, so that the Governor can think about how the team can be utilized for his agenda.
- Paul: Change the last title to "Conclusions and Next Steps". Under that section lay out the PROPOSED activities for 2018, so that the Governor can comment on them and and prioritize them for us.
- Jeanne: Emphasize the interfaith panels more.
- Flora: (a) the role of sharing information on the key social issues is a HUGE thing and should be emphasized in the last section. We are connected to very large networks and this empowers us. (b) add items from John S.'s email that he sent today (c) anything that reflects the depth of interfaith relationships should be mentioned (d) need a more formal tone in the letter; be brief, maybe adopt a bullet point format – the event dates mentioning is not that critical. (e) we all need to look at it again before it goes out. Michael suggested she look at it as a final step before we issue. (Flora agreed).

- John S: The 4 areas mentioned at end are OK, but might be good for Governor to know about the other areas we are active in also. Michael to add a comment on this.
- Richard: Need to let Governor know we are reaching out and can be better used. (E.g. we are active with the "National Org. Active During Disasters").
- Max: Should indicate that many members are connected to larger networks, e.g. Paul and Mala attended Bishop ordination ceremony.

(7) The next meeting will be on the first Tuesday in Feb., at Richard's place. A meeting with the Governor will occur before then - - watch for that information from Michael.